



Memo

To: Offender Name, ID # & Unit

From: Lisa Berry, Business Office

Date: July 17, 2008

Regarding child support payments:

1. If the payments are for arrears, we will verify with Support Services. Once we receive word that it is arrears, it will be placed in your primary account.
2. If the payment is for current support, the funds will be placed in “hold” status in your primary account until we receive the name, address and telephone number of the person that is the current caretaker of the child(ren). Once we receive verification from Support Services of the current caretaker, you will be able to send the money out to them. (You will then need to send us a withdrawal and stamped/addressed envelope.)
3. You also have two other options. (Funds will remain in “hold”)
 - a. To request an “Assignment of Support payments” to the current caretaker. Or
 - b. Request to ‘Suspend Support payments”

Both of these options will need to be directed to the Child Support Recovery Unit of your County.

4. You leave the Institution. (Funds will remain in “hold” until you leave)

The mission of the Iowa Department of Corrections is to:

We Protect the Public, Employees, and Offenders from Victimization.

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